

# Montana Newsletter

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# The Census is Here! The Census is Here!

Dramatic changes in American family life, income, housing costs, population distribution, and Congressional representation will be revealed by the April 1, 1980 Census. Gathering and tabulating more than three billion items of information from the public, the 1980 Census will sketch a new and unique portrait of this nation, revealing not only the number of Americans, but their location, condition, activities and how they are housed.

For most Americans, the Census will be simple enough. Each of the 86 million housing units in the United States will receive a questionnaire in the mail on March 28. In 90 percent of the nation's households, people will be asked to take their own census, in effect, by answering the questionnaires and mailing them back in postage-free envelopes. The remaining 10 percent, mostly in rural areas, will receive instructions to hold the complete questionnaires until census takers pick them up. Census questions seek basic information about people—age, sex, occupation, and the like—and about subjects such as housing, personal transportation, and energy use. Most people will be asked to answer a basic Census questionnaire, which has 19 questions. About one of five households, chosen randomly, will be asked to answer a longer version with 46 additional questions.

Never in the history of the Census, which has been taken every 10 years since 1790, have Census findings played as important a role in American life as they do today. Besides the Constitutional mandate to provide a basis for reapportioning seats in the House of Representatives, the Census measures how well the nation is doing, from the block level to the entire country. Its findings are used in the private and public sectors to decide how billions of dollars will be spent annually. Because accurate information is important to each community, the Bureau of the Census has developed several voluntary programs through which local governments can join with the Census Bureau to support the 1980 Census work.

Local organizations and individuals interested in supporting the 1980 Census effort can get promotional materials for the Census from the State Data Center. A limited number of information kits containing news releases from the Bureau of the Census and reproduction proofs of the official 1980 Census logo and slogan are available.

Census data users may also be interested in the leaflet *Tentative Publication and Computer Tape Program*, a description of how the results of the 1980 Census will be released.

For further information contact the State Data Center, Research and Information Systems Division, Department of Community Affairs, Capitol Station, Helena, MT 59601, (telephone) 449-2896.

# Revised County Population Projections

The DCA Research and Information Systems Division recently revised a set of previously published county population projections covering the period 1980-2000. Both the previous work and the recent revisions were funded by the Water Quality Bureau of the Montana Department of Health and Environmental Sciences. The projections, as well as a brief explanation of the methodology which produced them, are presented in this article to encourage review by local planners and other interested parties.

The original set of county projections was completed in early 1978 as part of the State-Wide 208 Water

(Continued on next page.)

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We welcome responses to articles, reader letters and article suggestions. Permission to reprint material from MCN is hereby granted.

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## Department of Community Affairs Director

Harold A. Frysliie ..... 449-3494

## Air Transportation

Emmett Whalen ..... 449-4622

## Aeronautics

Michael D. Ferguson ..... 449-2506

## Centralized Services

Mark B. Lindsay ..... 449-3707

## Coal Board

Murdo A. Campbell ..... 449-2400

## Community Development

Harold M. Price ..... 449-3757

## Community Services

John H. Allen ..... 449-3420

## Highway Safety

Albert E. Goke ..... 449-3412

## Indian Affairs

Merle R. Lucas ..... 449-3702

## Local Government Services

George H. Pendergast ..... 449-3010

## Research and Information Systems

R. Thomas Dundas, Jr. .... 449-2896



## Population Projections, Continued . . .

Quality Management Planning Project. These projections along with their methodology were submitted to the Water Quality Bureau in a report entitled *Montana Population Projections, 1980-2000, for Counties and Incorporated Cities and Towns*, July 1, 1978. (Copies of the summary of this report are available free of charge from the DCA Research and Information Systems Division. Copies of the full report are available at a cost of \$2 per copy.)

Constructing projections at the county level involved using an economic-demographic model called MASS (Montana Alternative Simulation System). The use of this model for population projection purposes rests on the principle that employment is the basis for most population migration. Briefly, projections are derived from MASS by first projecting employment for industries within a county that primarily sell products outside the county. These industries are called basic industries. Then, employment in sectors that serve the local (county) population, the so-called non-basic sectors, is projected using a changing ratio of non-basic to basic employment for that county. The two types of employment are then added together to form total employment. The last step consists of projecting total population based on a changing ratio of population to employment applied to total employment for each county.

The revised projections are being prepared in accordance with the September 27, 1978, regulations of the Environmental Protection Agency (EPA) for cost-effective staging and sizing of wastewater treatment works. Under these regulations, county projections are estimated using an EPA-approved state projection as a control total. In January, 1980, EPA approved the state level projection that was prepared for the 208 Project. This projection for the year 2000 of 935,600 represents a substantial increase over a figure of 802,000 which was prepared for EPA in 1977 by the Bureau of Economic Analysis, U.S. Department of Commerce. This latter projection was required to be used unless an alternate projection was constructed by the state prior to June 26, 1978, and could be justified as a more relevant figure for wastewater treatment facility planning.

The revised set of county projections are presented below. These represent only adjustments to the figures prepared in 1978. All adjustments had to be made so that the 1978 prepared state figure remained constant. In other words, if one county's population was increased, another's had to be decreased.

The more specific basis for the county adjustments can be summarized as follows. First, the previously published projection for 1980-2000 was compared with the historical trend of population in a given county since 1900. In the case of counties not organized until after 1910 or 1920, the starting point was either 1920 or 1930. Emphasis was placed on the trend in population for the period of 1960-1978. The decennial year population data were extracted from various U.S. Bureau of the Census documents while the individual year

estimates for the 1970s came from issues of the Census Bureau's P-26 Series. When a 1979 county estimate was needed for the historical prospective, the 1978 figure was used, since the Census Bureau's provisional statewide 1979 estimate of 786,000 is nearly identical to the provisional 1978 figure of 785,000. The latter figure is the one to which the most recently published 1978 county estimates were reconciled. No 1979 county figures are currently available from the Bureau of the Census.

In addition to a review of population data, historical employment data for 1976-1978 was consulted for some counties. These data were not available when the original population projections were formulated in 1978. Also, projections of future employment were reviewed to a limited extent. In all cases, the integrity of the original population projection was maintained unless there was a clear indication that it should be changed.

It is expected that a completely new set of county projections will be produced for review by early 1982. These projections will take advantage of population figures available from the 1980 Census of Population.

Comments on the current projections and methodology should be submitted by April 14, 1980, to Phil Brooks, Senior Economist, DCA Research and Information Systems Division, Capitol Station, Helena, MT 59601; (telephone) 449-2896.

### Montana County Population Projections: 1980 - 2000 (rounded to the nearest 100)

County	1980	1990	2000
Beaverhead	8,400	8,600	8,800
Big Horn	11,400	13,400	14,900
Blaine	7,100	6,800	6,600
Broadwater	3,100	3,100	3,100
Carbon	8,900	9,700	11,000
Carter	1,800	1,700	1,500
Cascade	85,600	92,900	101,400
Chouteau	6,500	6,300	6,000
Custer	13,100	13,500	13,900
Daniels	3,000	3,600	3,300
Dawson	11,400	11,400	11,600
Deer Lodge	13,500	13,000	12,400
Fallon	4,100	4,100	4,100
Fergus	13,300	13,400	13,600
Flathead	50,000	56,400	63,500
Gallatin	40,200	46,300	51,700
Garfield	1,800	1,800	1,600
Glacier	11,200	11,600	12,100
Golden Valley	1,000	900	900
Granite	2,700	2,800	2,800
Hill	18,600	19,600	20,600
Jefferson	7,400	8,800	10,200
Judith Basin	2,700	2,400	2,200
Lake	18,100	19,800	21,500
Lewis & Clark	41,000	48,800	57,500

(Continued on next page.)

## Population Projections, Continued . . .

County	1980	1990	2000
Liberty	2,500	2,300	2,200
Lincoln	17,900	18,300	17,600
McCone	2,600	2,500	2,300
Madison	5,700	5,800	5,800
Meagher	2,300	2,300	2,300
Mineral	3,700	3,900	4,100
Missoula	69,700	79,100	89,000
Musselshell	4,400	4,600	4,600
Park	12,900	13,600	14,400
Petroleum	700	600	500
Phillips	5,500	5,300	5,200
Pondera	7,100	6,800	6,600
Powder River	2,600	2,600	2,600
Powell	7,600	8,000	8,300
Prairie	1,800	1,700	1,600
Ravalli	20,500	24,200	28,000
Richland	10,700	10,900	11,000
Roosevelt	10,700	11,100	11,500
Rosebud	10,100	11,100	11,300
Sanders	8,600	8,900	9,400
Sheridan	5,200	5,100	5,000
Silver Bow	39,500	38,000	36,500
Stillwater	5,500	6,800	6,200
Sweet Grass	3,300	3,700	3,600
Teton	6,600	6,800	6,900
Toole	5,300	5,400	5,500
Treasure	1,200	1,200	1,200
Valley	12,000	11,900	11,800
Wheatland	2,300	2,200	2,100
Wibaux	1,500	1,500	1,300
Yellowstone	109,600	133,000	160,400
<b>State Total</b>	<b>785,500</b>	<b>859,900</b>	<b>935,600</b>

Source: Derived.

**Editor's Note:** Beginning with this issue of *Montana Community News* a State Data Center news column will inform our readers about services, new products, affiliate activities, training opportunities, and other appropriate subjects.

## Affiliate Data Center Plan Implemented

In mid-January, Data Center Specialist John Rowe of the U.S. Bureau of the Census came to Helena to assist the State Data Center staff in implementing the Affiliate Data Center Plan. Mr. Rowe provided orientation and instruction to about 20 selected persons from state agencies and public libraries who will have special responsibilities for Census data dissemination and user services.

The Affiliate Program is an extension activity of the State Data Center whereby the Center can multiply its efforts in helping the public access and use Census Bureau data. Core services that Affiliate Data Centers (ADCs) provide are maintenance of a collection of Census Bureau reference and statistical publications, assistance in locating and understanding Census Bureau data, and sponsorship of local seminars on statistical resources.

The initial ADCs and their respective contact persons are: Bozeman Public Library, Kathryn Kujawa; Glasgow City-County Library, Rose Cory; Great Falls Public Library, Susan Storey; Miles City Public Library, Linda L. Hieb; City-County Library of Missoula, Vaun Stevens; Parmly Billings Library, Kay M. McKinney; Eastern Montana College Library Services, Aaron House; Northern Montana College Library Services, Terrence Thompson.

## DCA Proposes Amendment of Subdivision Rules

The Department of Community Affairs recently completed a biennial review of its Minimum Requirements for Local Subdivision Regulations and Uniform Standards for Survey Monumentation, Certificates of Survey and Subdivision Plats. As a result of this review and a consideration of recommendations received from interested persons the Department is contemplating several changes in its regulations.

The major amendments under study would delete present provisions [ARM 22-2.4B(6)-S420(4) and 22-2.4B(30)-S4090(3)(c)(d)] which qualify or limit the use of exemptions from local review and require local governing bodies to adopt criteria for determining whether exemptions are being used for the purpose of evading the Subdivision and Platting Act. They would also repeal the provisions [ARM 22-2.4B(6)-S420(3)] which

exclude certain condominium developments from subdivision review.

### Repeal of Rules Relating to Use of Exemptions

Section 76-3-207, MCA, of the Montana Subdivision and Platting Act provides certain exemptions from the law "unless the method of disposition is adopted for the purpose of evading" the law. In July, 1977, DCA formally proposed repeal of its rules which had been adopted in 1974 to provide consistent direction to local officials in determining when use of the exemptions for an occasional sale or transfer to a member of the immediate family constitute an evasion of the law. Repeal of the rules was proposed for three reasons. First, in May,

(Continued on next page.)



## ***Proposed Amendments, Continued . . .***

1977, the Montana Supreme Court ruled invalid a Department rule which prohibited the use of the exemptions within platted subdivisions. That ruling placed in doubt the validity of two other rules which restricted use of the exemptions. Second, the 1977 Legislature, in rejecting all legislative proposals to specify proper use of the exemptions, reduced support for DCA's argument that the administrative definition of evasion of the law was consistent with legislative intent. Third, DCA questioned the effectiveness of the rules inasmuch as more than 70% of the total land area divided into parcels less than 20 acres in size was not being reviewed.

A public hearing on the proposals was held August 17, 1977. Written and oral testimony was almost unanimously opposed to the proposed repeal of the DCA rules which define the proper use of the occasional sale and family conveyance exemptions.

In September 1977 the Attorney General issued to DCA an opinion that the Department's rule on the occasional sale would probably be held valid by a court, but that the limitation of only one exempted transfer to each member of the immediate family would likely be overturned. However, the opinion also stated that adopting less restrictive limitations might be within DCA's rule-making authority. In response to the public sentiment against repeal of the rules and in keeping with the reasoning of the Attorney General's opinion DCA delayed taking action on any of the rule changes for one month. During that time a large number of people interested or involved in land division were asked to comment on an alternative proposal regarding the exemptions. Most of the individuals and organizations contacted recommended that the Department not take any immediate action regarding the administrative rules. Instead, many suggested that the agency work together with the Interim Subcommittee on Subdivision Laws established by the 1977 Legislature to develop reasonable controls on the use of the exemptions which could be considered in the 1979 session.

In response to this apparent consensus and in light of the attorney general's opinion DCA decided to retain its rule relating to the occasional sale exemption and also made several changes in the rules governing transfers to family members. First, the certificate of survey had to indicate the name of the family member to receive the parcel, the relationship of that family member to the landowner and the parcel to be transferred. Second, each member of the landowner's immediate family was eligible to receive one parcel under this exemption, *provided* that use of the exemption did not leave more than one remainder less than 20 acres in size. Third, a second or subsequent parcel could be transferred to the same family member under this exemption if the governing body determined that the landowner was not using the exemption to evade the purpose of the subdivision law. Fourth, local governing bodies were directed to adopt criteria by March 1, 1978, for determining when the use of the exemptions was in-

tended to evade the law. The purpose of the determination made under this rule was not to review the parcel but to ascertain whether the use of the exemption conformed to local criteria.

In hindsight and after considerable discussion the Department has concluded that the arguments for repeal of the administrative rules three years ago were valid and since that time have become more so. The Montana Supreme Court, in the 1977 case, **Swart v. Casne**, (172 Mont. 302, 564 P.2d 983), held that the Department's rules may not impose substantive requirements on the use of the exemptions beyond those contained in the subdivision act itself. The **Swart** decision, viewed in light of the 1979 Legislature's subsequent rejection of proposals made by its interim subcommittee to restrict the use of exemptions from subdivision review, has led the Department to the conclusion that the law's exemption provisions accurately reflect legislative intent and must stand by themselves. The Department also fears that its administrative rules which mandate local adoption of criteria for determining when evasion takes place, while intended only to assure proper use of the exemptions, could still be construed by the courts as attaching requirements or restrictions in contravention of legislative intent.

In addition, the agency seriously questions the practical effectiveness of the rules proposed for repeal. In 1977 DCA conducted a detailed study of the implementation of the law in nine counties. This research revealed that six out of every ten new parcels less than twenty acres in size were being created by use of the exemptions without benefit of local government review. It is reasonable to presume that in the three years since that study, use of the exemptions has increased. Estimates by planning directors of the number of such parcels undergoing local review range from one in 11 in Flathead County to one in 100 in Cascade County. Given the limited effectiveness of the rules and the difficulties they may pose for private parties and local officials who must deal with them, DCA feels that their continued existence can no longer be justified.

The repeal of the requirement that local governing bodies adopt criteria for determining when exemptions are being used for evading the subdivision act would have little, if any, practical effect. First, only about 10 counties have complied with this requirement to date. Second, the Attorney General has recognized that under the Act cities and counties already have implicit authority to adopt such criteria. In a 1977 opinion he stated:

The Act . . . places a burden upon the local governing body to determine whether the arrangement was entered for the purpose of evasion. Therefore, it would be a legitimate and proper exercise of the local body's duties to require anyone wishing to claim the exemption . . . to provide some justification for entitlement thereto.

Finally, drafting and filing requirements for use of the exemptions would be retained in the Uniform Standards for Certificates of Survey.

*(Continued on next page.)*

## ***Proposed Amendments, Continued . . .***

### **Repeal of Rules Relating to Condominiums**

The Subdivision and Platting Act specifies that the term "subdivision" includes "any condominium", but goes on to provide that:

Condominiums constructed on land divided in compliance with the Act are exempt from it.

To facilitate the administration of these provisions DCA, in 1974, adopted the following regulations:

(3) Procedures for condominium developments: Local regulations provide that:

(a) The construction of condominium buildings or installation of related public improvements is not subject to subdivision review and approval procedures where the condominium or improvements are to be constructed in an approved and filed subdivision, the approval of which was based on the anticipated construction of the condominiums and related public improvements. The public improvements in such a condominium development are, however, subject to inspection by the governing body to insure conformance with the approved subdivision plan and specifications.

(b) Where no division of land is created by a condominium subdivision, surveying requirements shall not apply.

(c) Where no division of land is created by a condominium subdivision, the subdivision shall be reviewed under the procedures contained in local regulations for review of subdivisions created by lease or rent.

(d) Where no division of land is created by a condominium subdivision and an adopted zoning ordinance permits multiple family use of the density proposed in the plan for the condominium, the condominium subdivision is exempt from public review and approval [ARM 22-2.4B (6)-S420(3)]

The effect of these provisions is at once to subject to subdivision review condominiums which may be exempted from review by the broader language of the statute and to exclude from review other condominiums which may not be exempted by the statute. Although the practical consequences of these regulations may be desirable and reasonable, the Department is concerned that they are susceptible to the charges leveled in the *Swart* case, that they modify statutory provisions.

The Department is soliciting written comments on these proposals and suggestions for any other changes to the Minimum Requirements for Local Subdivision Regulations or the Uniform Standards for Monumentation, Certificates of Survey and Final Subdivision Plats. Comments will be accepted until April 15, 1980. Soon after that date, the Department will reach a decision regarding the proposals to be formally submitted for public consideration and will initiate the

appropriate actions for amendment of administrative rules required under the provisions of the Montana Administrative Procedures Act. Comments should be sent to the Montana Department of Community Affairs, Community Development Division, Capitol Station, Helena, MT 59601.

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## ***Planners' Association Conference Set for April 24-25***

The Montana Association of Planners (MAP) will hold its Spring Conference April 24 and 25 in Helena at the Coachhouse East. The theme is "Where Is Planning Going in the 1980's?" The topics which the conference will address are: where and when major development will take place; how planning relates to alternative energy and energy conservation; and how to better plan and manage capital facilities. A panel of knowledgeable people from the energy, mineral, recreation, water, and timber industries will discuss expected development in the 1980's. A representative of the Extension Service will talk about Project 80 and how it relates to future planning. Conserving energy through land use techniques will be discussed, as will alternative energy sources and their relation to planning. Randy Thoreson, program chairman, said that MAP hopes to publish the conference proceedings.

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## ***Municipal Finance Workshop Will Focus On Information Sharing and Group Work Sessions***

The Department of Community Affairs and the League of Cities and Towns with their advisory committee of local officials have finalized the program for the March 26 and 27 Municipal Finance workshop at the Colonial Inn, Helena. The format will include information programs followed by group work sessions and reporting and question periods. "Assessing Local Financial Management Systems" will open the workshop on Wednesday morning. Flip McConnaughey, City Administrator of Gillette, Wyoming, will discuss the very workable assessment system developed for Gillette by Ernst and Ernst. Participants will then convene in small groups to prepare assessments of their own local management systems. Each subsequent information session will include a Local Government Services Division staff member and a knowledgeable local official. For "Budgeting Systems and Process," Don Dooley and David Wanzenried from DCA will be joined

*(Continued on next page.)*



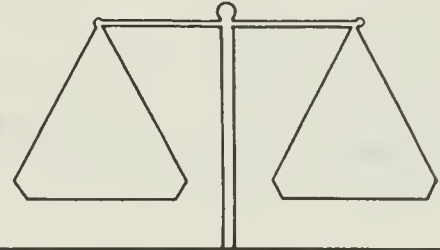
## Finance Workshop, Continued . . .

by Dave Ashley, Acting City Manager in Helena; for "Budget Monitoring," Glenn Haugo, CPA, of the Local Government Services Division will share the agenda with Larry Heggen, Missoula Finance Director; "Forecasting Revenues and Expenditures" will be addressed by Tom Farrell of DCA followed by Bill Verwolf, Finance Director of Helena, discussing "Cash Management and Investment Alternatives for Small Towns." Mike Micone, of the Governor's office, will chair the

two-day session.

The workshop will convene at 9:00 a.m. on the 26th and adjourn at 4:30 p.m. on March 27. There is a \$10 registration fee. Group lunches are being arranged for participants on both Wednesday and Thursday, but are not included in the registration. Invitations have been mailed to all Montana mayors and city and town clerks, but any interested persons may attend. For additional information contact Ann Mulrone, Community Development Division/DCA at 449-3757.

# Legal Briefs:



## High Court Interprets Open Meeting, Subdivision Laws

In an important recent decision the Montana Supreme Court has nullified the approval of a subdivision decided upon by the Yellowstone County commission in violation of the state's open meeting law.

In **Board of Trustees, Huntley Project School District No. 24 v. Board of County Commissioners of Yellowstone County** (No. 14908, Feb. 6, 1980) two county commissioners, without the knowledge of the third, approved a subdivision proposal during an unannounced telephone conference call. The plaintiffs, who had opposed the proposal, sought to have the action invalidated as the product of an unlawfully held meeting.

While ruling that the commissioners had indeed breached the open meeting law, District Judge Charles Luedke refused to overturn the plat approval because the plaintiffs had failed to show that the decision would have been different if it had been made during a properly called meeting. On appeal, however, the Supreme Court held that the lower court had abused its discretion by not vacating the approval.

The Court also criticized the commissioners' failure to issue written findings of fact as to whether the proposed subdivision would be in the public interest until a month after they had approved the plat. The Court noted that under the Subdivision and Platting Act public interest findings must be filed immediately following the governing body's decision and warned that unreasonable delays in fulfilling this requirement would not be tolerated.

★ ★ ★ ★ ★

In another decision the Supreme Court has held that five developmentally disabled children and paid houseparents living in a community residential home

constitute a "family" as that term was used in a restrictive covenant which limited the use of property to "single family dwellings."

In **State ex rel. Region II Child and Family Services, Inc. v. District Court** (37 St. Rptr. 143, decided Jan. 28, 1980) the Court, after discussing the strong legislative policy in favor of treating the developmentally disabled in family-oriented residences concluded that the group home in this case was compatible and in conformity with the spirit, intent, and language of the restrictive covenant and that nothing in the covenant required that a "family" be a biologically single unit.

## Use of Exemptions Results In False Swearing Conviction

The *Ravalli Republic* (January 24, 1980) reports the conviction in justice court of Dewey F. Baker on the misdemeanor charge of false swearing to a public official in connection with the use of exemptions from review under the Montana Subdivision and Platting Act. According to the *Republic* account Baker filed a certificate of survey with the Ravalli County Clerk and Recorder claiming an exemption from review for a gift of land to his wife.

Two months later Baker filed a second certificate of survey in which he also claimed an exempt transfer of land to his wife. However, in a notarized certification on the face of the survey document Baker denied having made any exempted transfers to his wife within the past three years. This information was required under Ravalli County procedures for determining whether exemptions from subdivision review are being improperly invoked.

Baker, who was fined \$150 and given a 30-day suspended jail sentence, has appealed his conviction to district court.

(Legal Briefs Continued on Next Page)

## Attorney General Clarifies Opinion

In an unpublished opinion dated November 8, 1979, Attorney General Mike Greely has clarified an earlier opinion (35 Op. Atty. Gen. No. 70) which defined "immediate family", as that term is used in an exemption from local review under the Montana Subdivision and Platting Act, as the spouse or children of the grantor of a division of land.

The latter opinion states that although the first opinion was written in contemplation of a parent-to-child land transfer, it does not exclude application of the exemption to child-to-parent transfers.

## Essential Air Service Determinations Reached For Eight Montana Communities

On January 7, the Civil Aeronautics Board issued its essential air service determination for the communities of Glasgow, Glendive, Havre, Lewistown, Miles City, Sidney, and Wolf Point, Montana, and Williston, North Dakota. The order provides that each community, with the exception of Williston, receive one-hub service only. Billings is the hub for all the communities except Havre, which requested and received Great Falls as its hub. Williston was granted the two hubs of Billings and Bismarck.

In arriving at its decision, the CAB took the highest enplanement figures for each community and doubled them to give each city a 50% load factor. Each community was then granted a specific number of seats with two round trips to their designated hub.

In its determination the CAB encouraged interested carriers to bid on the minimum level guaranteed by the Board as well as on an alternative linear route suggested by the communities. The CAB indicated it would be willing to consider a linear route bid if subsidy costs were not substantially increased and if the proposal had the full support of the communities.

Following the issuance of the order, the Governor's Essential Air Service Task Force met in Billings on January 31. After careful deliberation the Task Force decided not to file an appeal at this time but to wait until carrier bids are received and reviewed. Should the carrier proposals be unsatisfactory, an appeal will then be filed.

In an earlier determination, the CAB guaranteed West Yellowstone a minimum of 80 seats per day both east and west to Denver and Salt Lake City between June 1st and September 30th of each year. This service must include at least two daily round trip flights in each market.

## The Case Of the Missing Subsections

Those readers who work closely with the Montana Subdivision and Platting Act may have discovered that former subsections 11-3870(2) and (4), R.C.M. 1947, do not appear in the recodified version of the Act contained in the new Montana Code Annotated. The Community Development Division has been asked whether the omission of these provisions, which relate to the validity of surveys filed prior to July 1, 1974, and conveyances made prior to July 1, 1973, had the effect of repealing them.

Section 1-11-103(1)(d), MCA, addresses this question by specifying that the enactment of the Montana Code Annotated did not repeal severability, construction, validating, repealing, or similar statutes which were omitted from the Code. Consequently, the former subsections are still in force despite their disappearance.

## SIGNS AVAILABLE FROM STATE PRISON

The Industries Program at Montana State Prison now has the capability of manufacturing reflectorized signs of all types and is looking for business from city and county governments. Street signs are available as well as parking signs, warning signs designed to advise drivers of existing road hazards, and traffic regulatory signs such as STOP and SPEED LIMIT signs. Signs can also be custom-made to meet specific needs of any local government. All signs can be ordered in Hi-intensity or engineer grade reflective materials. Hi-intensity is recommended for use in traffic regulatory signs because it offers maximum visibility.

The Legislature authorized the manufacture and sale of Prison-made goods with the intent of creating work opportunities for inmates that will produce items of use to the state. Specifically, in the case of highway and street signs, sales are permitted to any "political subdivision" of the state providing there is no conflict with an existing collective bargaining contract. [53-1-301(10) MCA].

Any community that is interested in purchasing signs or in obtaining additional information is urged to contact:

Sandra Harris, Institutional Industries Coordinator  
Department of Institutions  
1539 11th Avenue  
Helena, Montana 59601  
449-3930

# *Land and Water Conservation Fund Project Selections Made for Fiscal 1980*

Land and Water Conservation Fund grant recipients for fiscal 1980 have been announced by the Department of Fish, Wildlife and Parks.

The Land and Water Conservation Fund, administered at the state level by the Parks Division, is a grant program that can provide funds for up to fifty percent of outdoor recreation project costs. Grants are awarded to assist with acquisition and development of public outdoor recreation areas and facilities. The Parks Division receives and apportions Land and Water Conservation Fund dollars to political subdivisions of the state annually. The successful applicants that will receive funding from the state's fiscal 1980 apportionment include:

Sponsor	Scope	LWCF Dollars
Big Sandy School District #2 & #11	Two Tennis Courts	\$11,500.
Billings	Castle Rock Park Development	\$17,500.
Columbia Falls	GSA Park Development	\$13,000.
Flathead County School District #10	Land Acquisition	\$4,000.
Flathead County	Conrad Softball Complex Improvement	\$21,600.
Flathead County	Lakeside Park Multipurpose Courts and Skating Rink	\$4,500.
Flathead County	Indoor Ice Arena	\$400,000.
Madison County	Golf Course Acquisition and Development	\$360,000.
Missoula	Skyview Community Park Development	\$16,000.
Polson	Sports Complex Development	\$20,600.
Pondera County	Development of Fort Pondera Park	\$13,500.
Power School District #30	Two Tennis Courts	\$6,000.
Roundup	Donation and renovation of 9-Hole Golf Course	\$320,000.
Shelby School District #14	Sports Complex Development	\$33,000.
Shelby	Pool Renovation	\$35,400.
Winnett	Pool Renovation	\$22,300.

Montana was apportioned \$2,629,685. from the Land and Water Conservation Fund for fiscal 1980. Funds not obligated to the above locally sponsored projects have been obligated to projects sponsored by the State of Montana. At the state level approximately \$1,300,000. will be spent on acquiring and improving state parks, recreation areas, and fishing access sites throughout Montana.

The Parks Division received applications totalling nearly two million dollars in fiscal 1979 from political subdivisions throughout the state; just over 1¼ million dollars of these requests will be funded. Applications received were ranked using a selection procedure based on guidelines established by Congress and the Heritage Conservation and Recreation Service, the agency administering the program at the federal level. Generally, projects providing the greatest amount of recreation opportunity to the largest number of people receive the highest ranking.

Applications for Land and Water Conservation Fund financial assistance are accepted through November 1 annually. Anyone interested in applying for financial assistance or in receiving more details concerning the program should contact Ron Aasheim, Project Coordinator, Parks Division, Montana Department of Fish, Wildlife and Parks, Helena, MT 59601, (phone) 449-3750.



# A Review of

## Municipal Budgeting Techniques

In the next few months Montana's municipalities will begin the process of planning expenditures, estimating revenues and generally designing the budget for the upcoming fiscal year. Once again city clerks, department heads, mayors and city councils will undertake the increasingly complex task of balancing inflation-fed, rising costs with relatively fixed revenues.

As local government budgets have become more difficult to balance, more and more interest in different types of budgeting techniques has emerged. This article discusses and evaluates selected approaches to budgeting and suggests how the strengths of each might be implemented in the budget process of Montana local governments. Four kinds of budgets are examined: line-item, program, performance, and zero-base.

### APPROACHES TO BUDGETING

A budget may be defined as a detailed financial plan which relates estimated future costs and desired achievements to estimated revenues.

#### 1.

Most local governments currently operate with a **traditional, or line-item budget**. This type of budget is usually arranged by organizational unit (e.g., Department of Public Works) without regard to the activities performed by each unit. Anticipated expenses are listed in the way they are paid out in varying levels of detail: salaries, supplies, utilities, etc. For example, in a municipality using the line-item approach a budget of expenditures might be set up as follows:

Department of Health	
Current Expenses:	
Salaries and fringes	\$100,000
Materials and supplies	20,000
Contracted services	15,000
TOTAL	\$135,000

#### Evaluation:

A line-item budget is easy to prepare and allows for strict controls.

This method is of little help to a department in planning its work or to the mayor and city council in evaluating the work completed or in progress. It tends to be rigid and to inhibit innovation by administrators.

#### 2.

A **program budget** is arranged by specific functions and activities which taken together comprise a "program" regardless of the number of organizational units involved in executing the activities. The major feature

of this type of budgeting is that goods and manpower necessary to perform each program are quantified. Overhead expenses are often distributed on a percentage basis.

A municipality using this approach might organize its Department of Health expenses as follows:

Department of Health - Current Expenses	
Administration	
Salaries and fringes	20,000
Materials; supplies	5,000
Contracted services	2,000
	\$27,000
Regulation and Inspection	
Salaries and fringes	55,000
Materials; supplies	12,000
Contracted services	8,000
	75,000
Child Health Service	
Salaries and fringes	25,000
Materials; supplies	3,000
Contracted services	5,000
	33,000
TOTAL	\$135,000

#### Evaluation:

There is greater administrative discretion in spending and less legislative control over what specific items the dollars purchase. The objectives of a program budget are to provide a closer link between planning and action and to establish a common format for program review. Although a program budget reveals how much a particular program costs, it still does not necessarily reveal the quality of work or the efficiency with which the money will be spent.

#### 3.

A **performance budget** is an extension of the program budget format. It attempts to evaluate work performed, services provided and improvements made. Each program usually includes a statement of objectives and some means of measuring performance against those objectives. Sometimes the projected workload is compared to the previous year's workload. For example, one component of a municipality's Department of Health budget might include the following statement:

#### Department of Health

##### Objectives:

Regulation and inspection: to increase water well tests by 10 percent over FY 1980 and reduce follow-up time for complaints on sanitary conditions filed against eating establishments.

(Continued on next page.)

## Budgeting Techniques, Continued . . .

### Current Expenses:

Number of projected inspections: 100	
Cost per inspection: \$125	\$12,500
Laboratory tests, projected: 750	
Cost per inspection: \$20	15,000
(Similar breakdown for balance of functions within 'program')	57,500
	<u>\$85,000</u>

### Evaluation:

A performance budget provides a means to measure the effectiveness of work in terms of costs and to better determine the causes of declining or escalating productivity of each program. It helps city councils, mayors and department heads develop and assess progress in achieving long-term goals and priorities. Such a system, however, requires more complete accounting and reporting procedures for its operation which can result in increased administrative costs. In addition, some activities cannot be readily broken down into uniform work and cost units, which frequently forces department heads to fabricate meaningless work measurements.

#### 4.

A **zero-base budget** is commonly defined as a budget built "from the ground up", that is, each budget item or category must be reviewed in its entirety and justified as necessary. The preparation of a zero-based budget, however, introduces some important concepts.

The zero-base process usually involves four phases:

A. Identification of decision units, programs or activities. This involves a decision concerning the level of detail at which budgeting will proceed: departmental (Health), program (Health-Administration), or item (Health-supplies).

B. Each decision unit is analyzed and designed beginning at zero dollars and cannot exceed a percentage of a pre-determined level of funding, sometimes the current year's budget. In many instances several activity and expenditure levels are prepared for each decision unit.

C. Each decision unit is evaluated and ranked according to overall spending priorities. A committee of administrators and council members ranks decision units and develops a composite recommendation. The city council then reviews the ranking and preliminary funding level recommendations, as well as decision units with alternative funding levels.

D. A detailed budget is prepared reflecting the ranking of the decision packages. Following a tentative approval by the council of the rankings and increments, a budget is prepared and submitted to the council. The council then approves a budget based on the rankings of the decision units. If expenditures must be reduced to coincide with a determined level of funding, the council considers the inclusion of alternative decision unit funding levels.

### Evaluation:

Zero-based budgeting provides legislative bodies (e.g. city councils) with better information on the relative priorities of budget requests and decisions than other budget approaches. It enables policy-makers to identify tradeoffs between departments and alternative service levels. Administrators are forced to more closely evaluate the efficiency and effectiveness of existing and proposed programs.

This approach to budgeting requires an adjustment of traditional budgeting attitudes. Depending on the method and scale of its implementation, it can result in the confusion of administrators in preparing recommended funding levels and of policy-makers in attempting to prioritize and select between competing decision packages. Care must be exercised to control the volume of paperwork which accompanies the process.

### APPLICATION TO MONTANA MUNICIPALITIES

Any system of budgeting can be made as sophisticated or simple as a community desires. There is no "right" way to budget—different budget techniques offer city councils, mayors and administrators different types of information for evaluating current services and expenditures, formulating budget recommendations, and establishing funding levels.

None of the budget systems discussed above necessarily operates in isolation from other approaches, nor must an entire budget be exclusively a line-item or program budget. Within its entire budget a municipality might experiment with any or all of the different approaches. A particular aspect of any of these approaches might also be implemented throughout a municipal budget. For example, a municipality could implement zero-base budgeting in only one department—perhaps a street department which despite steadily increased appropriation levels has been unable to satisfactorily maintain the community's streets. Or the same community could require all departments to question each component of the current year's budget and design their budgets starting from zero or submit varying funding levels.

Another municipality, desiring to have a better understanding of which programs within selected departments are the most labor intensive, might implement the program budgeting approach for those departments. Program budgeting could assist a city council in determining which programs within a department consume the largest percentage of a department head's time (and salary). Either finding would assist the council in evaluating the advantages and potential savings of contracting with a private sector vendor for the service.

Performance budgeting for small towns might be more useful as a management tool than as a budgeting technique. With this approach department heads are forced to look at discrete activities and to establish objectives (i.e., number of miles of city streets to be resurfaced and the cost per mile) for those activities to accomplish during the fiscal year. Without a rather

*(Continued on next page.)*



## ***Budgeting Techniques, Continued . . .***

extensive accounting system, the city council could not initially conclude whether the objectives were accomplished. The initiation of such an approach might cause administrators to be more critical in allocating resources (i.e., manpower) and in evaluating achievements.

### **CLOSING NOTE**

The implementation of new budgeting approaches and techniques should be undertaken well in advance of the budget preparation process itself. The budget process is usually a time of crisis and pressure and people are not receptive to changes in procedure when they are under stress—they prefer instead to continue with procedures with which they are most familiar and comfortable.

A city council wishing to implement changes in budgeting practices should:

1. Identify what changes (new information) are desired;
2. Seek to involve a good cross-section of administrators to determine if the desired changes are possible (authorized by statute), how they might best be implemented (new system or adjustments) and their consequences (paperwork; system to monitor) and costs;

3. Consult with other communities with operating experience about approaches or techniques under consideration;
4. Be precise in deciding what changes are to be implemented and their effective date;
5. Obtain a commitment from employees to do more than “go through the motions” in preparing and executing the budget changes;
6. Expect to invest resources to train those involved in the budget process (clerk; department head) and to implement the changes (new budget forms);
7. Routinely evaluate the changes once implemented to determine how well the initial objectives are actually being achieved; and
8. Monitor the execution of the budget and regard the budget process as more than a once-a-year requirement.

No budget approach or technique should be regarded as a “cure-all” for a community’s financial problems. Different approaches, however, can assist communities in determining just how severe their problems are and in making adjustments in their expenditures in order to provide affordable services to the public.

David Wanzenried  
Director’s Office/DCA

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# Writing and Evaluating Automated Data Processing Requests For Proposals (RFP): Part 2

In the last issue of the newsletter, we discussed why you need an RFP, preliminaries to writing an RFP, rules to follow in preparing the RFP and topics to cover under general information. In this issue, we will discuss what you might include under system requirements.

## **System Requirements**

Do not attempt to specify detailed hardware requirements. That is a difficult task even for experienced data processing professionals. One just does not always know hardware requirements that precisely, nor is it easy to keep abreast of every development that every manufacturer puts into the market place. This is where the vendors can work for you. It is part of their job to stay on top of the latest developments in the field. Let them provide the detailed hardware specifications to meet your needs. Your focus, in the RFP, should be specifying those needs. You might include some statistics like:

- Population served (provides insight for file sizes and transaction volumes),
- Taxable valuation (provides insight for budget size, complexity),

- Number of warrants written per month (provides insight for expenditure volumes, number of claims handled, rough estimate of purchase order volumes),
- Number of vendors dealt with (provides insight for vendor file size),
- An estimate of the number of users that might use the computer at the same time, if applicable in your case (provides insight for the kind of resident software required, number of terminals, size printer(s), and so on).

A general statement saying you require memory and secondary (e.g. disk/diskette) storage growth capability to handle all resident system software, application programs and data file requirements for the term of your long-range, 5 year plan is in most instances sufficient (so long as you list your applications as discussed below).

It is also wise to include a description of the facility where the computer will be housed. Include any plans you may have to change the floor plan. If you plan to move the equipment frequently, mention this. Old, poorly grounded wiring, common in some of our old  
(Continued on next page.)



## Preparing RFP's, Continued . . .

courthouses and city halls, often presents a problem for sensitive electronics. Occasionally, special measures must be taken to adequately ground equipment and to provide sufficient, "noise free" current.

Once you have supplied enough general information to permit vendors to propose a suitable hardware configuration, your attention should turn toward your software requirements. Herein lie your most critical needs. Frankly, hardware, from vendor to vendor, simply does not differ all that much. It is basically all the same technology. Some may run a little faster, some a little slower; some may offer minor differences in particular hardware features. But software, along with a particular vendor's reliability and support, will make the big difference!

To help the vendor provide an effective proposal then, attach a detailed description of each of your applications to the RFP. Be sure to list any exceptional requirements you may have. This list of requirements amounts to no more than a detailed description of the process you would ideally like to install for each major job area in the application. An experienced systems professional would also know how to translate a description like this into hardware requirements.

In general then, your RFP should address the following areas regarding software:

- Requirements the software is to meet, terms and time frames;
- Cost and terms of upgrading the software as a result of growth or the introduction of a larger hardware configuration, if applicable in your case;
- A request for a detailed delineation of responsibilities for development, implementation, testing, maintenance, training, conversion and program modification;
- Acceptance test criteria and time frames (see below);
- A request for a detailed explanation of all guarantees and warranties in plain language.
- A list of all users of similar hardware and software within a visitable radius;
- A request for the number of support personnel available, their qualifications and location, how contacted, coordinated, and guaranteed response time for any given problem;
- Financial statements demonstrating financial soundness of unknown vendors, length of time in business, background (resumes) of principals;
- A request for identification of inherent growth limitations in each application software/hardware proposal that would render the user helpless as certain file size limits or business volumes are exceeded;
- Adequacy of software documentation;
- Ownership of source code copyrights.

Additional considerations which should be dealt with in the final contract include:

- Recourse for failure of the vendor to perform,
- Penalties for late installations and other exceeded deadlines,
- Licensing restrictions and agreements,
- And, control of software in case of vendor bankruptcy, default or nonresponsive behavior.

You should ascertain exactly how much help the vendor will give you in all phases of installation as well as in the event of a problem once you are up and running. Isolate costs. Request the vendor to supply you with a conversion plan following the priorities you list for each application. How many of what type of personnel will be provided and for how long? On-going maintenance contract options should be supplied with associated costs. Ask what would constitute justification for additional charges with each option, if applicable. Guaranteed response times should be requested. The vendor should stipulate what procedure you must follow to report machine and/or software failure. Whenever possible, poll other vendors and seek their opinions on the vendor's support level. Are they satisfied? If you get this list from the vendor, be sure to ask specifically what they do **not** like about the vendor's support behavior.

There will be a certain amount of personnel education and training required. As the vendors to recommend a comprehensive training program along with associated costs.

Next, you should list for the vendor the terms of an acceptance period and minimum acceptable performance levels. It is suggested you accept no less than a 90% up-time level over no less than a 30 working day acceptance period, where:

$$\% \text{ Up-Time} = \frac{\text{Total Run Hours}}{\text{Total Scheduled Hours}} \times 100$$

Payment should not be made until your minimum up-time percentage has been achieved for a full, consecutive 30 working day period. If failures occur which drop your up-time below your acceptance level, the trial period should start again commencing on the first full working day following the day that the hardware/software is returned to you in complete operating condition. If a phased installation is planned, the 30 working day acceptance period should be applied separately to each component as added. Request the vendors' standard acceptance contract terms and be prepared to negotiate if they fall below the level of your acceptance terms.

A discussion of RFP contents and evaluation procedures will be undertaken as the third and final part of this article in the next edition of the newsletter. (Any questions regarding EDP Requests for Proposals may be addressed to Jim Rizza, DCA/Local Government Services Division, Capitol Station, Helena, Montana 59601.)

# U.S. Department of Energy Announces Loan Program for Small-Scale Hydroelectric Facilities

The Department of Energy (DOE) recently announced the establishment of a loan program for developing small-scale hydroelectric facilities at existing dam sites. "Small-scale" hydroelectric power projects, by DOE's definition, are those of more than 100 kilowatts but less than 15,000. The loans can be used for feasibility studies as well as for licensing and permitting activities by interested persons. DOE terms the loans "no-risk" because should a feasibility study indicate a project to be uneconomical, environmentally unacceptable, or technically not feasible, the loan would be forgiven. The maximum individual loan is \$50,000, for up to 90% of the cost of feasibility studies or the cost of licensing proposals supported by favorable feasibility studies.

The Small Hydroelectric Program was established by Title IV of the Public Utilities Regulatory Policies Act of 1978. The Department notes that, in light of currently rising costs for petroleum and other fuels, the potential for generation of electricity by adapting existing dam sites is gathering renewed interest.

DOE urges anyone interested in the program to write or call Clarence Council, U.S. Department of Energy, P.O. Box 26247 - Belmar Branch, 1075 South Yukon Street, Lakewood, Colorado 80226, (telephone) 303-234-2472.

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## More Films of Interest

In last month's newsletter we reported on three motion pictures which we recommended to MCN readers for use by their organizations or communities. This month we have included descriptions of two additional films we have recently viewed which might also be of interest.

### *"Main Street"*

Shopping centers may have unlimited parking, uniform hours, and snazzy windows, but Main Street offers personal service, charm, accessibility, and a special enduring character that keeps it from becoming dated. That's the message of this documentary film produced by the National Trust for Historic Preservation in connection with its three-year Main Street Project. The half-hour color film is based in part on the experiences of the three towns chosen as Main Street communities in 1976—Galesburg, Illinois; Madison, Indiana; and Hot Springs, South Dakota.

The stars of the film are the downtown merchants from the three communities themselves. "When you put your money into a building like this," says one store owner, referring to his restored building, "you get a heck of a lot more back than you would on the stock market." In the half-hour format the 16-mm film manages to touch on some of the key issues that concern downtown businesspeople and shoppers: architectural controls, merchandising, store hours, parking, and signs.

*Main Street* can be borrowed from Modern Talking Picture Service, 2323 New Hyde Park Road, New Hyde Park, NY 10040, 516-488-3810.

### *Change:*

#### *"Mercer County, North Dakota"*

Mercer County is located in westcentral North Dakota, approximately 100 miles past the Montana-North Dakota boundary, roughly parallel to Glendive and Sidney, Montana. Agriculture, primarily hard spring wheat and cattle, has long been the county's mainstay.

Coal mining began in 1884 near Hazen and has steadily increased in importance. Several energy-supply-related projects have been established, and more are proposed for the next few years. Three companies mine lignite in the county and produce 6.8 million tons annually. Much of this coal is used to supply the three coal-fired power plants already operating in Mercer County. However, coal production will have to expand in the next few years to supply five proposed major coal-using plants which would become operational in the 1980s. These include the nation's first coal-gasification plant northwest of Beulah, and four additional coal-fired power plants.

These energy projects will create a population explosion in Mercer County. Thousands of construction workers and their families will move into the county, and by 1985, when construction reaches its peak, the county population is expected to double. As a result, Mercer County and its communities will face serious deficit financing to provide housing, schools, sewer and water-supply systems, and expanded public services of all kinds during the early years of rapid growth.

The color film, *"Change: Mercer County, North Dakota"*, is based upon an earlier slide documentary and depicts the changes taking place in the county as a result of this energy resource development, describing the county-wide planning organization's efforts to smooth the county's transition from an agricultural area to a major energy producer. The 25 minute, 16-mm film also examines the steps that state and local government and the energy industries have taken to cope with the imminent problems of rapid growth.

A sequel to the film, describing the events which have taken place since it was produced, will reportedly be available later this month.

*"Change: Mercer County"* can be borrowed from the Energy Development Board of Mercer County, P.O. Box 670, Hazen, ND 58545, (telephone) 701-748-6361.



# Publications of Interest

## Grants: Some Key Sources

The Lewis and Clark County Library recently prepared this list of important sources of information for persons seeking grants. We thought it might also be of value to MCN readers.

*The Art of Winning Foundation Grants*, by Howard Hillman, Vanguard Press, 1975. A basic guide on how to locate possible funding sources and how to write a proposal. Includes sample proposals, sample IRS 990-AR forms, and information on tax exempt status.

*Catalog of Federal Domestic Assistance*, United States Government Printing Office, Washington, D.C. 20404. An annual compendium of federal programs and activities which provide assistance or benefits to state and local government, public and private organizations and institutions, profit and non-profit organizations and specialized groups, and individuals. Includes description of each program, eligibility requirements, who to contact, how to apply, and deadlines.

*United States Government Manual*, United States Government Printing Office, Washington, D.C. 20404. In this official organization handbook of the federal government, every government department, agency, commission and quasi-governmental organization is described with agency addresses, telephone numbers and the names of key personnel listed. Contains organization charts of the more complex agencies.

*Federal Register*, United States Government Printing Office, Washington, D.C. 20404. Published daily Monday through Friday, this source contains up-to-date information on all proposed and finalized rules and regulations of the various bureaus and departments of the government.

*Foundation Directory*, 7th Ed., Foundation Center, Columbia University Press, 136 South Broadway, Irvington, New York 10522. The directory is the basic resource for information about the country's major foundations. It lists 3,138 foundations with assets of at least \$1 million or annual grants of \$100,000 or more. The data is arranged by states, fields of interest, and alphabetically. Information includes addresses, donor, date, and place of incorporation, financial data, range of grants and names of officers and trustees.

*National Data Book*, 2 vol., Foundation Center, 888 Seventh Avenue, New York, New York 10019. Supplements the *Foundation Directory* since it provides material on thousands of smaller foundations not listed in the *Directory*. Arranged alphabetically and geographically, includes data on grants paid, gifts received, and principal officer. Volume Two serves as an index to the 990 Annual Reports filed in the state Attorneys' General offices or in the Foundation Center Regional Collection.

*Foundation Grants Index*, Foundation Center, Columbia University Press, 136 South Broadway, Irvington, New York 10533. Annual list of grants made by about 350 of the largest foundations in America. About 10,000 grants are described, complete with amount of grant, name and location of recipient, description of grant, indices of recipients, subject categories, and foundations. This annual edition is a compilation of the list of grants published in the bi-monthly *Foundation News*.

*Annual Register of Grant Support*, Marquis Academic Media. Arranged by subject, this source is a guide to more than 2,000 grant support programs of government agencies, foundations, and business and professional organizations. Information on each agency includes address, areas of interest, eligibility, financial data, application information, number of awards, legal basis, board of trustees, and purpose. Introduction includes a basic overview of the various types of grant-making entities as well as information on program planning and proposal writing.

*Grantsmanship Center News*, Grantsmanship Center, 1015 West Olympic Boulevard, Los Angeles, California 90015. The *News* is the only magazine that deals in-depth with both public and private funding. It includes numerous how-to articles about obtaining grants, writing proposals and planning programs, managing non-profit organizations and developing resources, as well as news and information about deadlines, new grant programs, etc. Published six times a year.

*Montana Online Reference Service*, Montana State Library, 930 East Lyndale, Helena, Montana 59601, (telephone) 449-3004. Computer based reference service offering access to several data bases on grants, foundations, and funding. Includes computerized searching of *Catalog of Federal Domestic Assistance*, *Federal Register*, *Foundation Directory*, *Foundation Grants Index*, *Monthly Catalog* and *National Data Book*.

*Foundation Center Regional Library*. Eastern Montana College, Billings, Montana 59101, (telephone) 657-2320. A regional reference collection of the Foundation Center publications as well as information on foundations of Montana may be consulted. The Collection contains IRS 990 Annual Reports for Montana. The Foundation Center is a non-profit organization located in New York and is devoted to accumulating and disseminating information about private foundations and the grants they award.



# Here's How Census Results Help Montana

# 1



## APPORTIONMENT OF CONGRESS

The U.S. Constitution (Article 1, Section 2) requires the apportioning of seats in the House of Representatives based on the population of each State. It is important that everyone in Montana be counted to assure continuation of our present level of representation in the House. Several states, including Illinois, Massachusetts, Michigan, New Jersey, New York, Ohio, Pennsylvania, and South Dakota, are projected to lose representation for the Congresses which will be elected for 1982 through 1990.

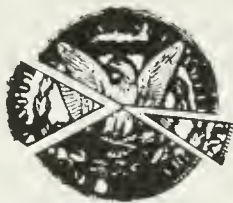
# 2



## STATE LEGISLATURE REDISTRICTING

Our State legislative districts also are dependent on census population totals to assure fair representation. Other election and administrative boundary lines often are based on census statistics. It's the fair way to make sure that you vote carries the same relative weight as every other vote in the State.

# 3



## FEDERAL AND STATE AID PROGRAMS

A significant part of each local government's budget is based on revenues received from the State and Federal Governments. Many of these aid programs use census statistics as a fair way to distribute funds. Examples: revenue sharing, community development, health, education, highways, job training, school lunch program, economic development.

# 4



## POPULATION FACTS

Each population question on the census questionnaire produces statistical totals which will help us better understand how our residents are doing. Age, race, sex, marital status, educational level, ethnic background, occupation, employment status, income, veteran status—these are important facts we need to have to draw a statistical profile of our communities.

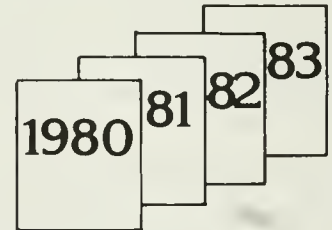
# 5



## HOUSING FACTS

The 1980 census also will measure the status of our housing. The number of rooms, types of heating and cooking fuels, value of the property or rent paid, plumbing facilities, utility and other costs—all these census facts will give us a statistical snapshot of our living quarters and help each community plan for future housing needs.

# 6



## PLANNING AHEAD

Without accurate information, no one in government, private business, or a civic organization can plan ahead with confidence. The 1980 census will give each community solid facts on which to base its future actions in many activities during the years to come. Answering the census is an investment in Montana's future.

3200 copies of this public document were published at an estimated cost of 23.8¢ per copy, for a total cost of \$761.74, which included \$514.00 for printing by Creative Press, \$144.00 for assembly, labeling and sorting by Helena Rehabilitative Industries, and \$62.36 for postage.



# Montana Newsletter

*Montana State Library*



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